



## REQUEST FOR ASSISTANCE (RFA) FORM INTAKE INTERVIEW LOG

|   |                                  |                     |
|---|----------------------------------|---------------------|
| <b>Date:</b> 9/19/13  | <b>Interviewer:</b> Laura Eckert | <b>RFA #13 – 27</b> |
| <b>Name of Person Requesting Assistance:</b> [REDACTED]   |                                  |                     |
| <b>Contact Numbers (telephone, e-mail, etc.):</b> [REDACTED]  |                                  |                     |
| <b>Status of Person(s) Interviewed (title, position, student status, etc.):</b> Professor [REDACTED]                      |                                  |                     |
| <b>Requested Assistance Pertaining To (name, position, policy, project, etc.)</b><br>Feels has been discriminated against |                                  |                     |
|   |                                  |                     |

To the best of your knowledge, please fill out the following:

Interviewee Status:    Male ☒ Female ☐    Administrator ☐    Faculty ☒    Staff ☐    Student ☐  
 Concern Regarding:    Male ☐ Female ☐    Administrator ☐    Faculty ☒    Staff ☐    Student ☐

**Category:** *(Please check at least one)*

- |  |  |   |                                     |  |
|--|--|---|-------------------------------------|--|
| <input type="checkbox"/> Age                           | <input type="checkbox"/> Color             | <input type="checkbox"/> Creed              | <input type="checkbox"/> Disability | <input type="checkbox"/> Veteran Status      |
| <input type="checkbox"/> Marital Status                | <input type="checkbox"/> National Origin   | <input type="checkbox"/> Race               | <input type="checkbox"/> Religion   | <input type="checkbox"/> Retaliation         |
| <input type="checkbox"/> Sex/Gender                    | <input type="checkbox"/> Sexual Harassment | <input type="checkbox"/> Sexual Orientation | <input type="checkbox"/> Employment | <input type="checkbox"/> Genetic Information |
| <input type="checkbox"/> Gender Identity or Expression |  |   |                                     |  |

| Time Line |   |  |
|-----------|---|--|
| Date      | Item  | Comments   |
| 9/19/13   | LKL t/c with [REDACTED]                       | [REDACTED] said he feels he has been discriminated against; scheduled intake with Laura Eckert for 9 am same day.                    |
| 9/19/13   | LE intake w/ [REDACTED]                       | [REDACTED] did not want to file a formal complaint. He requested EO Office look into his issue informally (See Summary notes below). |
| 9/19/13   | LE t/c with [REDACTED]<br>[REDACTED] present) | [REDACTED] will not be attending department meeting today.   |
| 9/19      | [REDACTED] emailed LE                         | That he was going home   |
| 9/20      | LE emailed [REDACTED]                         | Thank you for note, LE will follow up as discussed   |
| 9/20      | [REDACTED] emailed                            | [REDACTED] email he sent to [REDACTED]   |
| 9/21      | Sue t/c [REDACTED]                            |  |

|      |                               |  |
|------|-------------------------------|--|
| 9/23 | Mtg LE, SGS [REDACTED]        |  |
| 9/24 | LE t/c to [REDACTED]          | <p>[REDACTED] (message says she checks voicemail but not often enough, to try cell [REDACTED] or email [REDACTED])</p> <p>LE called cell: EO concern brought to our attention, time to meet thurs noon or Friday at 11?</p> <p>11, she has another appt at 12</p> <p>[REDACTED]: what is the topic of this mtg?</p> <p>LE: prefer to wait to discuss on Friday, once we start talking about issues, often longer discussion</p> <p>[REDACTED]: I'm not comfortable attending a meeting without knowing the topic.</p> <p>LE: I will talk with Sue and get back with you likely tomorrow. Please hold Friday at 11.</p> |
| 9/25 | SGS t/c to [REDACTED]         | Left message, pls call re nature of mtg Friday   |
| 9/25 | t/c from [REDACTED] to SGS    | SGS relayed nature of meeting Friday is [REDACTED] allegation that she may have disclosed confidential information involving a protected category. It does not have to do with email about who can attend [REDACTED].  |
| 9/25 | LE t/c to [REDACTED]          | [REDACTED] Left message, Sue and LE will meet with [REDACTED] on Friday, apologize for it taking some time for us to meet with [REDACTED], recognize this is important, will keep him updated. Pls call if any questions.  |
| 9/27 | SGS and LE mtg w [REDACTED]   | <p>Sue and LE reviewed allegation. [REDACTED] denied ever talking to doctor about [REDACTED] she denied his name ever coming up in a conversation. She stated she does not talk about [REDACTED]</p> <p>She stated she does not feel safe in dept, Sue recommended she talk with dept chair and dean or campus police.</p>   |
| 9/27 | LE t/c to [REDACTED]          | Left message, pls call to set up time to come in early next week.  |
| 10/2 | Message to LE from [REDACTED] | Issue with [REDACTED] removing [REDACTED] name from faculty emails.  |
| 10/2 | LE message to [REDACTED]      | Leadership issue   |
| 10/2 | LE t/c to [REDACTED]          | Left message, pls call to review concerns, will also send email to try and connect   |
| 10/2 | LE sent email to [REDACTED]   | Pls call to set appt so I can update you.  |
| 10/2 | t/c from [REDACTED]           | Left message   |

|      |                     |  |
|------|---------------------|--|
| 10/3 | T/c from [REDACTED] | <p>At an impasse, [REDACTED] said she has not talked with doctor about you in any capacity, not going to talk to the doctors. Feel this is an HR and leadership issue, encourage you to talk with [REDACTED] and Dean and/or Chyerl Wolfe-Lee in HR.</p> <p>LE-suggest [REDACTED] talk to C W-L, call us back if do not get assistance</p> <p>LE will email him interview notes for him to review and confirm.</p> |
|      |                     |  |

### SUMMARY NOTES

LE: reviewed role of EOO, know [REDACTED] has worked with this office in the past, new emphasis on discussing release of information for public records requests or court orders, no retaliation, call me immediately if he feels retaliation, even if not adverse employment action.

Professor [REDACTED] met with Laura Eckert on September 19, 2013 and said he did not want to file a formal complaint, but requested assistance from the EO Office. He expressed concern regarding Senior Instructor [REDACTED] and specifically that last week his doctor had told him about that another doctor had approached [REDACTED] about doing an event about living with AIDS. Professor [REDACTED] doctor asked him if he knew the other doctor or if he knew [REDACTED]. According to Professor [REDACTED], his doctor then said "Your name came up about [REDACTED] creating a work about people living with AIDS." And, that then [REDACTED] allegedly said to the other doctor, "I have had issues with [REDACTED]"

Professor [REDACTED] wonders why his name would be brought up if it wasn't in the context of HIV. Professor [REDACTED] alleges that [REDACTED] may have disclosed confidential information regarding a protected category.

Professor [REDACTED] has his first Fall department meeting today and is not feel comfortable attending the meeting if [REDACTED] will be present.

As an outcome, Professor [REDACTED] wants to email the doctor. Laura Eckert talked to Professor [REDACTED] about an outcome that might be possible through the Equal Opportunity Office, such as facilitating a conversation with [REDACTED] to better understand her discussion with the doctor. Professor [REDACTED] asked Ms. Eckert to meet with [REDACTED]

Laura Eckert and Sue Guenter-Schlesinger met with [REDACTED] on September 27. [REDACTED] stated that she has not discussed [REDACTED] or mentioned [REDACTED] to [REDACTED]. She further stated that she has not talked with [REDACTED] about any health issue related to [REDACTED]

Laura Eckert talked with Professor [REDACTED] on October 3 and let him know [REDACTED] responses. Ms. Eckert told Professor [REDACTED] that this appeared to be an HR and leadership issue and encouraged him to talk with his department chair, Dean and/or HR.